

Adopted
by ICOMOS
in 1996

THE ICOMOS INTERNATIONAL CHARTER ON THE PROTECTION AND MANAGEMENT OF UNDERWATER CULTURAL HERITAGE

Article 1 FUNDAMENTAL PRINCIPLES

Investigation must be carried out in accordance with the project design. The project design should be made available to the archaeological community.

The preservation of underwater cultural heritage *in situ* should be considered as a first option.

Article 3 FUNDING

Public access should be encouraged.

Non-destructive techniques, non-intrusive survey and sampling should be encouraged in preference to excavation.

Adequate funds must be assured in advance of investigation to complete all stages of the project design including conservation, report preparation and dissemination. The project design should include contingency plans that will ensure conservation of underwater cultural heritage and supporting documentation in the event of any interruption in anticipated funding.

Investigation must not adversely impact the underwater cultural heritage more than is necessary for the mitigatory or research objectives of the project.

Investigation must avoid unnecessary disturbance of human remains or venerated sites.

Project funding must not require the sale of underwater cultural heritage or the use of any strategy that will cause underwater cultural heritage and supporting documentation to be irretrievably dispersed.

Investigation must be accompanied by adequate documentation.

Article 2 PROJECT DESIGN

Article 4 TIME-TABLE

Prior to investigation a project must be prepared, taking into account :

Adequate time must be assured in advance of investigation to complete all stages of the project design including conservation, report preparation and dissemination.

- the mitigatory or research objectives of the project;
- the methodology to be used and the techniques to be employed;
- anticipated funding;
- the time-table for completing the project;
- the composition, qualifications, responsibility and experience of the investigating team;
- material conservation;
- site management and maintenance
- arrangements for collaboration with museums and other institutions;
- documentation;
- health and safety;
- report preparation;
- deposition of archives, including underwater cultural heritage removed during investigation;
- dissemination, including public participation.

The project design should include contingency plans that will ensure conservation of underwater cultural heritage and supporting documentation in the event of any interruption in anticipated timings.

Article 5 RESEARCH OBJECTIVES, METHODOLOGY AND TECHNIQUES

Research objectives and the details of the methodology and techniques to be employed must be set down in the project design. The methodology should accord with the research objectives of the investigation and the techniques employed must be as unintrusive as possible.

The project design should be revised and amended as necessary.

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Post-fieldwork analysis of artefacts and documentation is integral to all investigation; adequate provision for this analysis must be made in the project design.

Article 6 QUALIFICATIONS, RESPONSIBILITY AND EXPERIENCE

All persons on the investigating team must be suitably qualified and experienced for their project roles. They must be fully briefed and understand the work required.

All intrusive investigations of underwater cultural heritage will only be undertaken under the direction and control of a named underwater archaeologist with recognised qualifications and experience appropriate to the investigation.

Article 7 PRELIMINARY INVESTIGATION

All intrusive investigations of underwater cultural heritage must be preceded and informed by a site assessment that evaluates the vulnerability, significance and potential of the site.

The site assessment must encompass background studies of available historical and archaeological evidence, the archaeological and environmental characteristics of the site and the consequences of the intrusion for the long term stability of the area affected by investigations.

Article 8 DOCUMENTATION

All investigation must be thoroughly documented in accordance with current professional standards of archaeological documentation.

Documentation must provide a comprehensive record of the site, which includes the provenance of underwater cultural heritage moved or removed in the course of investigation, field notes, plans and drawings, photographs and records in other media.

Article 9 MATERIAL CONSERVATION

The material conservation programme must provide for treatment of archaeological remains during investigation, in transit and in the long term. Material conservation must be carried out in accordance with current professional standards.

Article 10 SITE MANAGEMENT AND MAINTENANCE

A programme of site management must be prepared, detailing measures for protecting and managing *in situ* underwater cultural heritage in the course of an upon termination of fieldwork. The programme should include public information, reasonable provision for site stabilisation, monitoring and protection against interference. Public access to *in situ* underwater cultural heritage should be promoted, except where access is incompatible with protection and management.

Article 11 HEALTH AND SAFETY

The health and safety of the investigating team and third parties is paramount. All persons on the investigating team must work according to a safety policy that satisfies relevant statutory and professional requirements and is set out in the project design.

Article 12 REPORTING

Interim reports should be made available according to a time-table set out in the project design, and deposited in relevant public records.

Reports should include :

- an account of the objectives;
- an account of the methodology and techniques employed;
- an account of the results achieved;
- recommendations concerning future research, site management and curation of underwater cultural heritage removed during the investigation.

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Article 13 CURATION

The project archive, which includes underwater cultural heritage removed during investigation and a copy of all supporting documentation, must be deposited in an institution that can provide for public access and permanent curation of the archive. Arrangements for deposition of the archive should be agreed before investigation commences, and should be set out in the project design. The archive should be prepared in accordance with current professional standards.

The scientific integrity of the project archive must be assured; deposition in a number of institutions must not preclude reassembly to allow further research. Underwater cultural heritage is not to be traded as items of commercial value.

Article 14 DISSEMINATION

Public awareness of the results of investigations and the significance of underwater cultural heritage should be promoted through popular presentation in a range of media. Access to such presentations by a wide audience should not be prejudiced by high charges.

Co-operation with local communities and groups is to be encouraged, as is co-operation with communities and groups that are particularly associated with the underwater cultural heritage concerned. It is desirable that investigations proceed with the consent and endorsement of such communities and groups.

The investigation team will seek to involve communities and interest groups in investigations to the extent that such involvement is compatible with protection and management. Where practical, the investigation team should provide opportunities for the public to develop archaeological skills through training and education.

Collaboration with museums and other institutions is to be encouraged. Provision for visits, research and reports by collaborating institutions should be made in advance of investigation.

A final synthesis of the investigation must be made available as soon as possible, having regard to the complexity of the research, and deposited in relevant public records.

Article 15 INTERNATIONAL CO-OPERATION

International co-operation is essential for protection and management of underwater cultural heritage and should be promoted in the interests of high standards of investigation and research. International co-operation should be encouraged in order to make effective use of archaeologists and other professionals who are specialised in investigations of underwater cultural heritage. Programmes for exchange of professionals should be considered as a means of disseminating best practice.

AIMS AND ACTIVITIES

BACKGROUND

The International Council on Monuments and Sites (ICOMOS) was founded in 1965 at Warsaw (Poland), one year after the elaboration of the International Charter on the Conservation and Restoration of Monuments and Sites - more commonly known as the Venice charter. ICOMOS was then and still is the only international, non-governmental organisation that works to promote the application of theory, methodology and scientific techniques to the conservation of architectural heritage.

OBJECTIVES

ICOMOS has six principal objectives:

- to bring together conservation specialists from all over the world and serve as a forum for professional dialogue and exchange;
- to collect, evaluate and disseminate information on conservation principles, techniques and policies;
- to co-operate with national and international authorities on the establishment of documentation centres specialising in conservation;
- to work for the adoption and implementation of international conventions on the conservation and enhancement of architectural heritage;
- to participate in the organisation of training programmes for conservation specialists on a world-wide scale;
- to put expertise of highly qualified professionals and specialists at the service of the international community.

PROGRAMME

ICOMOS has a diversified programme designed to meet these objectives:

- the strengthening of its presence world-wide by encouraging the creation and growth of ICOMOS National Committees;
- extending the influence of the Venice Charter by creating flexible doctrinal texts for specific sectors of architectural heritage;
- defining adaptable management techniques for cultural properties;
- developing training programmes on a multilateral basis involving the collaboration of National and International Committees;
- enriching ICOMOS' international documentation centre in Paris and setting up video and slide libraries devoted to architectural heritage;
- organising and managing expert missions at the request of heritage administration and legal entities which judge necessary the intervention of a consultant for a particular conservation question;
- playing a vital role in counselling UNESCO on those cultural properties to be included on the World Heritage List and in monitoring the properties already listed;
- reaching specialists by means of wide distribution of the organisation's quarterly journal, ICOMOS News, and through publication of the proceedings of symposia on conservation;
- awakening public interest in conservation by encouraging media coverage and the celebration of the International Day for Monuments and Sites (18 April).

MEMBERS AND ORGANISATION

TYPE OF MEMBERS

Individual, Institutional, Affiliated, Benefactors.

All members must be qualified in the field of conservation, having exercised the profession of architect, archaeologist, town planner, engineer, heritage administrator, art historian, or archivist.

As of March 1998 ICOMOS had 5700 members in 92 countries.

ADMINISTRATIVE STRUCTURE

The GENERAL ASSEMBLY, which meets every three years, is the sovereign body of ICOMOS comprising all its members. It elects the President, the Vice-Presidents, the Secretary General and the Treasurer General, who together make up the **Bureau**. It also elects the 12 members of the Executive Committee. The General Assembly determines the programme and budgetary orientations for the triennium to come and sees that the objectives of ICOMOS have been met.

The EXECUTIVE COMMITTEE is the managing body of ICOMOS. It has 12 members, plus the members of the Bureau and 5 co-opted members. Demonstrated professional qualities are a must for these members, who represent every major region of the globe. The Executive Committee prepares the programme and the Budget and oversees their implementation. It registers new National and International Committees. Between sessions it is the Bureau that sees that the programme is carried out.

The ADVISORY COMMITTEE comprises the Chairmen of the National and International Committees. Its function is to advise the Executive Committee by bringing forth suggestions and recommendations on programme priorities and orientations.

- The **National Committees** are ICOMOS associations created at the national level. They provide the individual and institutional members with a forum of discussion and exchange of information. These groups implement locally the programme proposed by the Executive Committee.
- The **International Committees** are responsible for developing conservation theory and techniques in specific areas of ICOMOS interests. Each Committee brings together experts of world-wide reputation.

THE INTERNATIONAL SECRETARIAT is located at ICOMOS headquarters in Paris. Under the Director, who is chosen by the President, the Secretariat coordinates the implementation of the programme decided by the General Assembly.

The **Documentation Centre** is also housed at headquarters. It collects, analyses and disseminates information on heritage conservation, in particular through its bibliographical data base. It is open daily to researchers, whether members of ICOMOS or non-members.

OTHER ICOMOS CHARTERS

1964 - International charter for the conservation and restoration of monuments (Venice charter)

1976 - International charter of cultural tourism

1982 - International charter on the preservation of historic gardens (Florence Charter)

1987 - International charter for the conservation of historic towns and urban areas

1990 - International charter for archaeological heritage management



CONFERENCE AGENDA

- March 31:**
10 a.m. Registration
 10 a.m. to 5:00 p.m. Bay Model Open for Guided Tours
 Lobby Bay Model Visitor Center
- 1:00 p.m.**
 Welcome
 Remarks
 Introduction of Guest Speaker
 Keynote Address
2:15 p.m. Break
- 2:30 p.m.** Session One: Public Issues Regarding Submerged Historic and Indigenous Resources (panel)
 • Recreation and Avocation Activities
 • Maritime and Aviation History Issues
 • Role of Museums and Public Education Programs
 • Collections, Objects and Artifacts
- 3:30 p.m.** Break
 • Native Peoples' Use of Coastline and Offshore Waters
 • Abandoned Shipwreck Act Guidelines
 • Commercial Activities
 • Dredging and Impounded Waters Management
 • Summary
- April 1**
8:30 a.m. 8:30 a.m. to 4:30 p.m. Session Two: Nexus of Shorelines and Offshore Waters
 • Wreck Events and Native Peoples
 • Lessons from the *Frolic*
 • Lessons from the Channel Islands, California
 • Lessons from the Hawaiian and Pacific Islands
- 10:00 a.m.** Break
 • Shipyards, Lighthouses, and Harbor Facilities
 • Rivers, Reservoirs, Lakes, and Estuaries
 • Summary
- 11:30 a.m.** Lunch • Wapama Preservation Tours • Bay Model Open
- 1:30 p.m.** Session Three: Resource Protection and Legal Issues (panel, concurrent with Session Four)
 • Brother Jonathan Case
 • Admiralty Law Perspective
 • Local Law Enforcement and Prosecutions
 • Object Preservation and Curation
 • National Governmental Issues: US and Other Nations or Internal Jurisdictions
 • Summary
- 1:30 p.m.** Session Four: Submerged Resource Inventories (panel, concurrent with Session Three)
 • Existing State, Provincial or Agency Inventories
 • Methods to Develop Inventories
 • Uses and Access to Inventories
 • Detection, Identification, Recordation of Resources
 • Security of Inventory Information
 • Summary
- April 2**
8:30 a.m. 8:30 a.m. to 4:30 p.m. Session Five: Cost Effective Partnerships (panel)
 • Drakes Bay Project
 • State, Federal and Other Agencies
- 10:30 a.m.** Break
 • Private Organizations and Corporate Entities
 • Island Governments and Communities
 • Volunteers, Media and Citizens
 • Summary
- 11:30 a.m.** Lunch • Bay Model Tours
- 1:00 p.m.** Session Six: 21st Century Futures for Submerged Historic and Indigenous Resources (panel)
 • UNESCO Agreement
 • Tourism Regarding Maritime Resources
 • Museums, Public Education and Outreach
- 2:30 p.m.** Break
 • Recreation on Inland Waters
 • Electronic Methods Development
 • Coordination Among Authorities
 • Summary
 • Closing Remarks and Field Trip Announcements

- April 3**
8:30 a.m. 8:30 a.m. to 2 p.m. Field Trip: Options (select one)
 q A) San Francisco Maritime National Historical Park • Maritime Museum (*Frolic* exhibit), Historic Ships, Curatorial Facility and Porter Maritime Library
 q B) SS *Jeremiah O'Brien* National Liberty Ship Memorial, Pier 32, San Francisco • USS *Hornet*, Pier 3, Alameda Point

4879 Academy Street
San Diego, CA 92109-3460
Phone 619.272.0434
Fax 619.272.6759
Email jhende@cts.com

22 April 1999

**The Honorable Sue F. Schechter, Chairperson and
Members of the State Historical Resources Commission**

Re: CHF Committee Update Report - Trabucco Warehouse & Fremont Adobe

At the Commission Meeting on 5 February 1999, the Commission voted to delete the Trabucco Warehouse & Fremont Adobe project from the 1996 CHF Grant Program and award funding to the next applicant, the Rancho Los Alamitos. This action was taken per my request with the understanding that the project had little or no progress to date and that it would not be possible to be completed by the deadline of 30 June 2000.

On 11 February 1999, Dan Abeyta, Acting SHPO sent a letter to the Economic Development Corporation of Mariposa County informing them of this action and giving them a 30 day notice of rescinding the contract as of 11 March 1999.

On 12 February 1999, OHP received a letter from Wilfred Von Der Ahe, owner of the Trabucco Warehouse and Fremont Adobe indicating that he had expended time and monies in developing the project and was still interested in pursuing the project to completion by 30 June 2000.

Over the next few weeks, SHPO and OHP Staff have had several in-house meetings, further conversations, and additional letters with the Economic Development Corporation of Mariposa County. In addition Mr. Van Der Ahe has given assurances that he can finish by the deadline date.

On 18 March 1999, SHPO wrote the EDC and advised that it would be in the best interests of all concerned to give Mr. Van Der Ahe an opportunity to complete at least one of the buildings, therefore a new Project Agreement was furnished which extended the project period to 30 April 2000 and amending the scope of the project to complete the Trabucco Warehouse only. On 6 April 1999, SHPO wrote the EDC and advised that, based on further assurances from Mr. Van Der Ahe, a new Project Agreement was furnished which amended the scope of work to include possible work on the Fremont Adobe.

I am satisfied that the project appears to be back on line and is following a proper course to completion and therefore I recommend that the Commission consider a new motion to **"Restore the Trabucco Warehouse & Fremont Adobe under the 1996 CHF Grant Program."**



John D. Henderson, FAIA

**35El Cerrito Avenue
San Mateo, CA 94402-1209
Phone 650.347.2467**

Attachment H

April 15, 1999

TO: The California State Historic Preservation Office

FROM: Neighbors Concerned about "**Seven Oaks**" in San Mateo

The undersigned neighbors share an interest in preserving this landmark property on El Cerrito Avenue in San Mateo, California. We are in full support of the nomination of the subject property for listing on the National Register of Historic Places. The house, which is nearly one hundred years old, is architecturally rich. More important, however, is the historic significance of its owner from 1904 until his death in 1949: Mr. A. P. Gianinni.

This pioneer resident was the founder of Bankamerica, originally the Bank of Italy. Mr. Gianinni was instrumental in the growth of Northern California by funding the rebuilding of San Francisco following the earthquake of 1906, and in the growth of Southern California through his aggressive lending to the fledgling movie industry. Furthermore, he contributed to the growth of our entire Nation through his innovative development of the branch-banking concept.

Here in San Mateo and the Peninsula we have sadly seen nearly the complete loss of our heritage, in the disappearance of nearly all of the pioneer estates of those who formed these communities. Seven Oaks is priceless as our significant link to those colorful days of our founders. We give our heartfelt thanks to those community leaders who are supportive of this endeavor.

Name

Address

Name	Address
Vice John F. Marshall	35 El Cerrito Ave San Mateo
John P. Marshall	35 El Cerrito ave.
Melaine Myers	31 El Cerrito Ave San Mateo
Randell J. McMillen	34 EL CERRITO AVE, SAN MATEO
Lane Brown	39 ELCERRITO AVE SAN MATEO
V. Brown	39 El Cerrito Ave, San Mateo
Raymond V. Morris II	51 EL CERRITO AVE, SAN MATEO, CA 94402
Nedra Hart	40 El Cerrito Ave, San Mateo Ca. 94402
Paul Stewart	45 El Cerrito Ave, San Mateo, CA 94402
Darion Steward	45 El Cerrito Ave., S.M. 94402
Robert Spatch	34 El Cerrito Ave, S.M. 94402

PAGE 2

April 15, 1999

FROM: Neighbors Concerned about "**Seven Oaks**" in San Mateo

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27 El Cerrito Ave
29 El Cerrito Ave
24 BAYTREE WAY
25 El Cerrito
21 EL CERRITO AVE.

JOHN P. MARSHALL

35 El Cerrito Avenue
 San Mateo, CA 94402-1209
 Phone 650.347.2467

April 15, 1999

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Name

Address

J. Frank Pappas
Robert A. Gable
John Fitzgerald
John
Laurel Marino

61 El Cerrito Ave. S.M.
61 El Cerrito Ave. S.M.
55 El Cerrito Ave. S.M.
55 El Cerrito Ave. S.M., CA
57 El Cerrito Ave S.M.

35 El Cerrito Avenue
San Mateo, CA 94402-1209
Phone 650.347.2467

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William R. Jackson
~~William R. Jackson~~
Lisa Jackson

47 El Cerrito San Mateo, Ca
47 El Cerrito San Mateo, Ca 94402

650 522 7041 P 07

JOHN P. MARSHALL

35 El Cerrito Avenue
San Mateo, CA 94402-1209
Phone 650.347.2467

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Name

Address

CAROL HENNING	46 EL CERRITO S.M.
DONALD HENNING	46 EL CERRITO S.M.
Sharon Munkdale	110 Roblar Ave. Hillsborough
Barry J. Bell	605 W Santa Ana, Hillsborough

Attached mail

OFFICE OF THE CITY COUNCIL



330 W. 20th Avenue
San Mateo, CA 94403-1388
Telephone: (650) 377-3420
Hearing Impaired: (650) 377-3420
FAX: (650) 571-8850
Web Site: www.ci.sanmateo.ca.us

April 23, 1999

Daniel Abeyta, State Historic Preservation Officer
Office of Historic Preservation
Department of Parks and Recreation
P.O. Box 942896
Sacramento CA 94296-0001

RE: Seven Oaks National Register Nomination (41-0024)

Dear Mr. Abeyta,

The City of San Mateo supports this nomination and encourages the State Historic Resources Commission to certify that Seven Oaks meets the criteria for listing on the National Register of Historic Places.

The City of San Mateo has General Plan policies and implementing ordinances recognizing the importance of its historic resources. Seven Oaks, as the home of A.P. Giannini, founder of the San Francisco's Bank of Italy, which later became the Bank of America, is a significant historic San Mateo landmark. The importance of this building was first documented in the *City of San Mateo Historical Building Survey*.

The *City of San Mateo Historical Building Survey* was conducted in 1988 and 1989 under an agreement with the State Office of Historic Preservation. When the State Office of Historic Preservation submitted its evaluation of the City's survey in January 1990, it concurred with the designation of Seven Oaks as being "individually eligible" for listing on the National Register of Historic Places.

The significant characteristics of the property have been documented in the National Register of Historic Places Registration Form previously forwarded to you. In summary, its association with A.P. Giannini, a prominent founder of California's banking community, makes it an important part San Mateo's history.